



DEPARTMENT OF DEVELOPMENTAL SERVICES
EXAMINATION ANNOUNCEMENT



STAFF PSYCHIATRIST

OPEN SPOT

3SNCM

AN AFFIRMATIVE ACTION EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS

SPOT FOR: SONOMA DEVELOPMENTAL CENTER ONLY

NO FINAL FILING DATE: CONTINUOUS FILING

Applications (Form STD-678) must be postmarked no later than the final filing date. Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted for any reason. This is a continuous filing examination. Applications may be submitted at any time. Examinations are administered at the discretion of the appointing authority and only when the needs of the facility warrant.

Applications may be downloaded from the California Department of Human Resources website at <http://www.calhr.ca.gov>. Applications must be filed in person or by mail with:

Sonoma Developmental Center
Human Resources Examination Department – Room 124
15000 Arnold Drive
P.O. Box 1493
Eldridge, CA 95431

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

If you have a **disability** and need special testing arrangements, mark the appropriate box in Part 2 of the 'Application for Examination'. You will be contacted to make specific arrangements.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the examination.

QUALIFICATIONS APPRAISAL:

SALARY RANGE(S): Range U: \$18,146 - \$21,747
Range V: \$18,622 - \$22,377

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

Applicants must meet the education and/or experience requirements for this examination by the final filing date. IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE BASIC QUALIFICATIONS REQUIRED FOR ACCEPTANCE INTO THIS EXAM. Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as 'Either' I, 'or' II, 'or' III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional qualifying experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the California Board of Medical Quality Assurance or the Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Board of Medical Quality Assurance or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

And

One year of experience in the practice of psychiatry or completion of one year of an approved residency in psychiatry.

THE POSITION: Under general direction, to perform responsible psychiatric work in a State institution, clinic or mental hygiene facility or in a review, evaluation, or consultative capacity and other related work.

TYPICAL TASKS: In an institutional capacity, examines and diagnoses psychiatric patients; determines type of psychiatric and general medical treatment needed; administers psychiatric treatment with assistance, as necessary, from nurses and technicians; performs general medical and surgical work; performs ward duties, such as giving medications and tube feeding; makes ward rounds and reviews progress of patients; prescribes changes in treatment when indicated; consults, as necessary, with supervisory psychiatrist on unusual, complex, or serious cases, or presents such cases to a clinical conference for advice or decision; may instruct and supervise interns, residents, other physicians, nurses, technicians, and personnel assigned for special training; participates in staff conferences and clinics; keeps and supervises the keeping of medical records; provides relatives with information concerning patients in person or by correspondence; performs research in psychiatry; serves periodically as officer-of-the-day.

In a headquarters or field office capacity, reviews, examines, and diagnoses psychiatric patients and patient records and files in local community mental health programs to determine progress, effectiveness, and/or appropriateness of treatment services offered; determines and recommends to the Area Administrator the type and degree of psychiatric and general medical treatment needed in local mental health programs; provides clinical consultation to psychiatric staff in local community mental health programs on unusual, complex, or serious problems and cases where technical expertise is needed; consults with the Director and staff of a mental health program on all clinical psychiatric matters; designs, in collaboration with the Office of Program Planning, evaluation tools to ensure quality control of State programs; consults with staffs of programs supported by the State concerning psychiatric problems; develops consultative- collaboration efforts with other departments within the Health and Welfare Agency as well as the Department of Education in matters relating to the mental health needs of the State.

EXAMINATION INFORMATION: This Examination will consist of a Qualifications Appraisal Interview only. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

Qualifications Appraisal – Weighted 100%

Scope: In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

Knowledge of:

1. Principles and methods of psychiatry, general medicine, and surgery and skill in their application;
2. Current developments in the field of psychiatry;
3. Mental hospital organization and procedures;
4. Principles and application of psychiatric social work, clinical psychology, physical therapy, various rehabilitation therapies, and other ancillary medical services;
5. Principles and techniques of psychiatric research;

SEE REVERSE FOR ADDITIONAL INFORMATION

6. Principles and practices of effective supervision and directing the work of others.

Ability to:

1. Direct the work of others;
2. Instruct in the principles and practices of psychiatry;
3. Interpret laboratory analyses and x- rays;
4. Prepare and supervise the preparation of case histories and the keeping of hospital records;
5. Analyze situations accurately and take effective action.

If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the applications. Supplementary information will be accepted, but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the evaluating staff.

SPECIAL PERSONAL CHARACTERISTICS: Sympathetic and objective understanding of the problems of the mentally ill; tact; patience; and emotional stability.

ELIGIBLE LIST INFORMATION: The resulting eligible list will be used to fill vacancies at Sonoma Developmental Center only. Eligibility expires 24 months after it is established unless the needs of the service and condition of the list warrant a change in this period.

GENERAL INFORMATION

It is the candidate's responsibility to contact the Sonoma Developmental Center's Testing Office three days prior to the test date if he/she has not received his/her notice. For an examination without a written feature it is the CANDIDATE'S RESPONSIBILITY to contact the Sonoma Developmental Center's Testing Office three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview, EDA, performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not assume a place on the eligible list. Your performance in the examination described on the reverse side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

THE SONOMA DEVELOPMENTAL CENTER reserves the right to revise the examination plan to better meet the needs of the service of the Department if the circumstances under which this examination was originally planned should change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

EXAMINATION LOCATIONS: Locations of interviews may be limited or extended as conditions warrant. Sonoma Developmental Center reserves the right to revise the examination plan to better meet the needs of the service of the Department if the circumstances under which this examination was originally planned should change. Such revision will be in accordance with civil service laws and rules.

ELIGIBLE LISTS: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

PROMOTIONAL EXAMINATIONS ONLY: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of the State Personnel Board offices.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, the ability to work cooperatively with others and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, an investigation may be made of employment records and personal history and fingerprints may be required.

INTERVIEW SCOPE: If an interview is conducted, in addition to the scope described on the reverse of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and depth of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

HIGH SCHOOL EQUIVALENCE: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test. 2) Completion of 12 semester units of college level work. 3) Certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have the education equivalent to graduation from high school. or 4) For clerical and accounting classes, substitution of Business College work in place of high school on a year-for-year basis.

LIST RESTRICTION: Transfer of list eligibility is restricted to Sonoma Developmental Center only. You should take this examination ONLY if you wish to work for the Sonoma Developmental Center. Transfer of list eligibility will be permitted between spot lists provided the requesting eligible can show "Proof of change in residence" after the final file date of this examination. "Proof of change in residence" shall be defined as providing a copy of a utility bill (e.g. gas, electric, telephone) reflecting the requesting eligible name, new address, and start date of new service.

BACKGROUND INVESTIGATION: Competitors who are successful in this examination will be required to complete (prior to an appointment in this class) a background investigation document, on which information regarding certain arrests (regardless of conviction) and felony convictions must be divulged. Information obtained on the background investigation document is used to conduct background investigations and/or to determine an individual's suitability for employment.

DRUG TESTING REQUIREMENT: Applicants for positions in this class are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

VETERAN'S PREFERENCE: Veteran's Preference Credit will be added to the final score of those competitors who are successful in this examination and who qualify for, and have requested, these points.

DEPARTMENT OF DEVELOPMENTAL SERVICES – 1600 9th St., PO Box 944202, Sacramento, CA 94244-2020

Canyon Springs

69-696 Ramon Rd.
Cathedral City, CA 92234
Public: (760) 770-6260 TDD:
(760) 770-2590

Fairview

Developmental Center
2501 Harbor Blvd.
Costa Mesa, CA 92626
Public: (714) 957-5121
TDD: (714) 957-5512

Lanterman

Developmental Center
3530 West Pomona Blvd.
Pomona, CA 91769
Public: (909) 595-1221
TDD: (909) 595-3971

Porterville

Developmental Center
26501 Avenue 140
Porterville, CA 93257
Public: (559) 782-2222
(559) 782-2322

Sonoma

Developmental Center
P.O. Box 1493
Eldridge, CA 95431
Public: (707) 938-6339